

**SUMMARY OF THE
FIELD MEASUREMENTS COMMITTEE TELECONFERENCE
AUGUST 31, 1998**

The Field Measurements Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Monday, August 31, 1998, at 1:00 p.m. Eastern Daylight Time (EDT). The meeting was led by its chair, Dr. Barton Simmons of the California Environmental Protection Agency. A list of action items is shown in Attachment A. A list of committee participants is shown in Attachment B.

INTRODUCTION

Dr. Simmons called the meeting to order and had each committee member introduce himself or herself. Problems with receiving e-mail messages and attachments were noted and one solution that was recommended was to put the "attachment" in the body of the e-mail itself. Action: Notify Dr. Simmons regarding any problems with messages. He wants to communicate via e-mail as much as possible. He will revise the membership list, send it out for review, and then send the revised list to NELAC for use in preparation for the Interim Meeting.

REVIEW OF ACTION ITEMS FROM LAST MEETING

New members. The U.S. Geological Survey (USGS) should be included as they are involved with preparation of a compendium of methods. On September 15th, a conference call will occur among Dr. Simmons, Mr. Wynand Nimmo, and Mr. LeRoy Schroder of the USGS, Denver. The USGS's National Water Quality Laboratory in Denver is the primary contact thus far. Further contacts with the USGS may occur depending on the outcome of the teleconference. It is thought that the USGS wants to take a more proactive view with respect to NELAC. USGS will also dialogue with Ms. Jeanne Mourrain, NELAP Director.

Comments thus far on Standards. Ms. Joan Fisk has made comments on the NELAC chapters that are Resource Conservation and Recovery Act (RCRA)-related. Her comments were sent by mail to Dr. Simmons. Existing standards could be expanded by adding/deleting language. If people want copies of her comments they should request them from Dr. Simmons. Ms. Fisk says the RCRA information isn't available online now, but possibly will be in the future.

Revise References List. Any references that need to be added to the reference list should be sent to Dr. Simmons.

Issue Paper revisions. The Issue Paper was sent to all for comment. Ms. Fisk and Mr. Daniel Bivins have responded.

AGENDA ISSUES

Status of NELAC - The Video

Mr. Bivins spoke with Ms. Mourrain on August 31, 1998 regarding the video. All footage has been shot and it includes interviews with NELAC principals, state laboratories, footage from the San Antonio meeting, and scenes from a laboratory at Research Triangle Institute, Research Triangle Park, NC. The video will be broadcast October 7th, 12:30-2:30 p.m. EDT. People will be present to take call-in questions and to summarize during the broadcast. Dr. Ken Jackson, Ms. Carol Batterton, Ms. Mourrain, Mr. Bivins, and others will participate in the call-in. The video will be shown through downlinks at universities, state agencies, etc. The NELAC website will describe the when and how in the next week or so. The nearest downlink location will hopefully be listed on the web site. Mr. Bivins will find out where to look on the web and will e-mail the information to committee members.

Issue Paper on Sampling

Dr. Simmons said there are now five options and he asked for any other changes and discussion. Mr. Bivins had submitted comments earlier and additional comments were made by Ms. Fisk. The committee discussed an Option 6 suggested by Ms. Fisk. "Establish standards for sampling..." Mr. Bivins suggested including the phrase "and field measurements" in the statement of Option 4. The committee was generally in favor of adding "and field measurements" to the Issue Paper title. Another paragraph should be added to introduce and explain what is meant by sampling standards. For some sampling activities (those involving only sampling), there is a need to get those people involved. Stack sampling, on the other hand, often involves both sampling and on-site measurements.

Questions regarding the recommended options included whether or not Option 5 included field measurements. Dr. Simmons stated that this was intended to include only sampling, not field measurements and that this would be to accredit only the organization, not the sampling personnel. Ms. Colleen Petullo remarked that we should look at sampling and measurements as "hand-in-glove" activities. Dr. Simmons said he's trying to look at those activities involving taking samples only (such as water, soil, waste). Radiation, emissions testing, etc., would have standards that cover both the measurements and sampling sides of activities. Dr. Simmons will rewrite this portion of the Issue Paper for clarity and put in examples that show the differences and may use a 2 × 2 table to help clarify the issue. An example that could be used would be water sampling with no on-site analysis. In this case, the organization doing the sampling would be required to sign a statement of conformance to the standard and they would not be subjected to accreditation. However, for areas like radiation monitoring or source sampling, the organization would have to follow the standard and become accredited since they do both field sampling and analysis.

Whether or not Options 4 and 5 could be combined was discussed but Mr. Nimmo said it may not be possible. Mr. Bivins sees this committee as suggesting that those organizations who just sample be required to sign some kind of protocol saying they followed the standard. For others

(such as source and radiation sampling), NELAC would write standards and the affected organizations would be accredited accordingly.

Mr. Bivins sees a lack of regulations at present in the field of air emissions testing. For this reason, he would rather that our plans be program-specific. Ms. Petullo would like to see sampling standards and accreditation occur for radiation.

Preparation of a revised draft of the Issue Paper was suggested. Dr. Simmons proposed that he would make the revisions, e-mail them to committee members for comment, have a ½-hour teleconference to discuss further if needed, and then send it on to the NELAC Board by the end of September.

Mr. Bivins asked that the word “guidelines” not be used. Standards are needed for NELAC and “guidelines” would be inconsistent with NELAC’s charter of establishing uniform standards.

Dr. Simmons will revise the Issues Paper and distribute it to members by September 8th. Comments are due to him by September 15, 1998 and a conference call on this topic will occur the week of September 21, if necessary. It will be necessary to get agreement/resolution by the time of Interim Meeting and then propose it for a vote at the Annual Meeting.

Mr. John Hosenfeld expressed some concern. He has revisited Chapters 3 and 5 and considered the impact of making changes there. His suggestion was that the committee first focus on changes to NELAC standards that can be made reasonably quickly, then move towards preparation and inclusion of standards for field activities. This is based on the assumption that the NELAC Board is going to go along with our recommendations. They may or may not prefer to make selected changes and we have to determine how this impacts the changes we make to Chapters 3 and 5. Dr. Simmons stated his belief that the committee should proceed to write standards for field activities, even though some may not be approved. Without these standards there will not be anything to discuss at the Interim Meeting.

Mr. Hosenfeld proposed that all changes to the standards chapters be made prior to the Interim Meeting, and that this committee go through the changes before the Interim Meeting. The next step would be to publish the proposed revised standards on the NELAC website well in advance of the Annual Meeting for study by all so that a vote could be taken at the Annual Meeting. Ideas need to be submitted to the committees that oversee the various standards so that discussions regarding the ideas can begin. The suggested ideas need to be put on their teleconference agendas so our committee’s input is discussed at the Interim Meeting.

Proposed Changes to Chapter 2

It was noted by Mr. Bivins that proficiency testing (PT) samples for air emissions sampling are problematic. State observers use their own discretion to decide if field laboratories and source samplers pass the audit. PT samples, to be effective for air emissions studies, would have to be in the same matrix as the sample which is a difficult feat to accomplish. An auditor’s use of a PT sample would present difficult logistics problems. Site entry requirements, and the presence of hot, dangerous locations are common in source sampling. Mr. Bivins suggests putting more

emphasis on assessing the training and experience of team leaders and technicians in the field and that it may be necessary to substitute items such as quality control (QC) checks, knowledge, and training for PT samples. He also mentioned that this committee and NELAC need to coordinate PT concerns with Ms. Lara Autry of the EPA/Office of Air Quality Planning and Standards (OAQPS) and that he will see that this is done. It was noted that Ms. Autry is on the Proficiency Testing Committee and this is a great plus. All should be cognizant that there are no good PTs for source sampling and therefore results of the PTs should be treated as an “indicator” rather than a “pass-fail” in source sampling. There have been only small advancements made for PTs for air, source air, hazardous waste, soil, etc. Most of the PTs are related to water measurements. Chapter 2 standards still lack a lot with respect to PTs for such sampling and analysis matrices.

Clarification of the Field Measurements Committee's role in these problematic areas is needed. Dr. Simmons noted that we are to suggest language to revise existing chapters (working with those committees) of the standards and to write additional, new chapters as needed. Air emissions testing is probably as far along as anything else with respect to creating a new chapter or standard. Mr. Nimmo suggested we proceed by writing some draft language for air emissions standards and possibly sampling and have this ready by mid-October. Dr. Simmons said he would work on a “straw dog” for a Sampling Standard, along the lines of ISO Guide 25. He will distribute this draft to the committee by September 30, 1998.

Proposed Changes to Chapters 3 And 5

Mr. Hosenfeld reviewed the tables that list changes needed in Chapters 3 and 5 of the NELAC standards. The tables are intended to show broad-brush changes that are probably needed to modify the existing standards to incorporate field sampling. As we proceed, we should keep in mind the various types of sampling, (air, radiation, etc). We should have a redlined-version draft of revised standards out by mid-October for the committee to look at and consider for their applicability to soil, water, etc. First, make modifications with small changes, wordsmithing, etc. to existing standards to be sure they address field activities in general. Next, more specific material should be written for air emissions standards, etc., perhaps as a separate chapter or as appendices to chapters.

The chair asked that any comments on the tables be sent to Mr. Hosenfeld who will revise NELAC Chapters 3 and 5 and send them out for review. He will then work on the specifics and try to have them both ready by mid-October.

Proposed Changes to Chapter 4

Dr. Simmons asked for comments on Chapter 4: Accreditation Process. He saw no substantial changes needed at the moment. The committee will look at this later.

Mr. Bivins noted we should also revise and/or add terms to the NELAC Glossary.

Performance Based Measurement Systems (PBMS)

Dr. Simmons noted several recent telephone conversations and so far there has not been anything that conflicts with the committee's interests. A new committee member, Mr. Larry Keith, noted that the work is coming along and when it is ready for review, copies will be e-mailed to the committee members. He and Dr. Simmons are involved with the Methods and Data Comparability Board, which has two committees. One of these committees is the data base committee (to summarize methods, including field methods) and it was suggested that our committee could provide input to them. Each method summary is about two to four pages long and contains all critical information needed to compare to other methods. The summaries will be useful in helping people decide if the method meets their needs as written or if it can be modified to suit. Mr. Keith has asked others to send him a list of the 25 to 50 most useful methods. He hasn't gotten many field methods, as might be expected. Mr. Keith asked that an e-mail of favorite field methods be sent to him. Dr. Simmons will forward Mr. Keith's e-mail message to committee members. Return input should be sent to Mr. Keith with a copy to Dr. Simmons.

A list of action items was developed. This is included as Attachment A. The teleconference ended at 2:50 p.m.

**ACTION ITEMS
FIELD MEASUREMENTS COMMITTEE TELECONFERENCE
AUGUST 31, 1998**

Item No.	Action Item	Date to be Completed
1.	Set next regularly scheduled teleconference	9/30/98 1 p.m. EDT
2.	Provide update on results of teleconference with USGS (Dr. Simmons)	after 9/15/98
3.	Continue to contact, invite other organizations to participate (all)	ongoing
4.	Revise references list. Include Corps of Engineers material.	9/30
5.	Inquire how references and links to other references can be placed on the NELAC web site for study.	9/30
6.	Redraft, clarify Issue Paper (Dr. Simmons)	Revisions out 9/8; comments back 9/15; to NELAC Board 9/30
7.	Teleconference on Issue Paper (if needed)	Week of 9/21
8.	Prepare and distribute “straw” version of Sampling Standard (Simmons)	9/30
9.	Suggest additional input to NELAC Glossary	by 9/30
10.	Think on concept of mobile laboratory; consider existing language in standards, how it ought to be modified.	by 9/30
11.	Forward Mr. Keith’s e-mail regarding “favorite methods.” Respond to Mr. Keith with copy to Dr. Simmons.	by 9/30 or before

**LIST OF PARTICIPANTS
FIELD MEASUREMENTS COMMITTEE TELECONFERENCE
AUGUST 31, 1998**

Name	Affiliation	Phone Numbers
Dr. Barton Simmons, Chair	CA EPA	T: 510-540-3112 F: 510-540-2305 E: bsimmons@ix.netcom.com
Ms. Ann Marie Allen (absent)	MA Dept. of Env. Protection	T: 508-682-5237 F: 508-688-0352 E: ann.marie.allen@state.ma.us
Mr. Daniel G. Bivins	USEPA/OAR	T: 919-541-5244 F: 919-541-1039 E: bivins.dan@epamail.epa.gov
Ms. Maude J. Bullock (absent)	Dept. of the Navy, Naval Ops, Env. Prot.	T: 703-602-1738 F: 703-602-5547 E: bullockm@n4.opnav.navy.mil
Mr. Kevin Coats (represented by Anand Mudambi)	U.S. Army Corps of Engineers	T: 402-697-2563 F: 402-697-2595 E: kevin.h.coats@usace.army.mil
Mr. Bill Cosgrove (absent)	USEPA/Region 4	T: 706-355-8616 F: 706-355-8744 E: cosgrove.bill@epamail.epa.gov
Ms. Joan Fisk	USEPA/OSWER	T: 703-603-8791 F: 703-603-9104 E: fisk.joan@epamail.epa.gov
Mr. Thomas L. Francoeur (absent)	Atlantic Ecotechnologies/ TEG NE	T: 207-829-6752 F: 207-829-6754 E: tfrancoeur@compuserv.com
Mr. Clifford Glowacki (absent)	Ashland Chemical Company	T: 614-790-3482 F: 614-790-4294 E: cglowacki@ashland.com
Mr. John Hosenfeld	Midwest Research Institute	T: 816-753-7600x1336 F: 816-531-0315 E: jhosenfeld@mriresearch.org
Mr. Larry Keith	Waste Policy Institute	T: 540-557-6095 F: 540-557-6043 E: larry_keith@wpi.org
Ms. Marlene O. Moore (absent)	Advanced Systems Inc.	T: 302-834-9796 F: 302-995-1086 E: mmoore@advancedsys.com
Mr. Wynand H. Nimmo	AZ Dept. Health Services	T: 602-255-3454 F: 602-255-3462 E: wnimmo@hs.state.az.us
Ms. Colleen F. Petullo	USEPA/OAR	T: 702-798-2446 F: 702-798-2465 E: petullo@aol.com; petullo.colleen@epa.gov
Mr. Andrew Tintle (absent)	FL Dept. of Environmental Protection	T: 850-488-2796 F: 850-922-4614 E: tintle_a@dep.state.fl.us
Dr. W. Cary Eaton (Contractor Support)	Research Triangle Institute	T: 919-541-6720 F: 919-541-7215 E: wce@rti.org